

PROJECT DESCRIPTION

Community of Hope Agriculture Project Capacity Building Project

Liberia

I. Introduction

This appendix describes the activities to be undertaken and the results to be achieved with the funds obligated under this agreement. Nothing in this Appendix A shall be construed as amending any of the definitions, conditions, or terms of the Agreement.

II. Background

Community of Hope Agriculture Project (CHAP) promotes lowland rice and vegetable production, adult literacy, and health and hygiene awareness among low income farm families in the greater Monrovia area of Liberia. CHAP is currently working with seventy-four farmers to produce vegetable crops, lowland rice, and certified seed. The farm workers want to organize as a farmers' group with legal status to take advantage of their position to supply the Monrovia market and improve their ability to obtain inputs, mill their rice, and market their produce. However, CHAP does not have adequate technical, logistical, or management capacity to provide the services required to enable the farmers to establish a sustainable association.

III. Funding

A. ADF Contribution

The financial plan for ADF's contribution is set forth in Appendix A-1 to this Agreement. The Parties may make changes to the financial plan without formal amendment, if such changes are made in accordance with Article 8 of the Agreement and do not cause ADF's contribution to exceed the obligated amount specified in Article 4, Section 4.1 of the Agreement.

B. Grantee Contribution

Farmers will provide labor and land to the Project.

IV. Project Goal

The goal of the Project is to improve the standard of living of low income farmers in the Greater Monrovia area of Liberia.

V. Project Purpose

The purpose of the Project is to increase the incomes of members of the Duport Road and Fandel farmers' associations from milled rice sales from 0 to:

- A. US\$ 41,800 in Project Year 1; and
- B. US\$ 83,500 in Project Year 2.

VI. Outputs

The Project will result in the creation of two farmers' associations in the Duport Road and Fandel production sites to facilitate members' ability to produce, mill, and market rice as indicated by the following.

- A. The volume of rice milled by CHAP will increase from 0 to:
 - 1. 90 tons in Project Year 1; and
 - 2. 180 tons in Project Year 2.
- B. Income generated from milling fees will increase from 0 to:
 - 1. US\$ 2,200 in Project Year 1; and
 - 2. US\$ 4,500 in Project Year 2.
- C. Two farmers' associations will be registered and operational by Year 2 of the Project.

VII. Activities

- A. Training and Technical Assistance
 - 1. CHAP will organize individual farmers into functional, registered associations that promote and facilitate food crop production and marketing.
 - 2. CHAP will conduct a baseline survey and mobilization visits for awareness/sensitization by Project communities and stakeholders, local leaders and farmers during the first three months of the Project. CHAP will work with at least 74 low income farmers from the Duport Road and Fandel communities to organize two farmers' associations. CHAP will empower individual farmers to enlarge their farm sizes through training, access to markets and provision of basic hand tools and planting materials.
 - 3. CHAP will conduct on-farm demonstrations where association members will be trained in improved production and post-harvest methods for rice.
 - 4. CHAP staff or consultants will provide business development training to the farmers, association management training to members of the associations, and safety and environmental training to those responsible for operation of the rice milling center. CHAP will work with the associations to take any necessary actions to prevent or swiftly address any environmental problem such as erosion or soil degradation that may result from the Project. In addition to basic awareness of environmental issues to be included in the farmers' training package, CHAP will provide an introduction to organic farming principles and methods, and promote erosion control. CHAP will promote practices that include green manuring, use of cover crops, and crop rotation or association using leguminous plants.
 - 5. CHAP will organize General Assembly sessions during the Project to create awareness among members, elect leaders, set rules and regulations to govern the associations, and plan and review activities and reports. CHAP will facilitate preparation and conduct of the activities of the General Assemblies with the assistance of the ADF Partner organization. CHAP will ensure:

- a. governance training for the board, management committee members, and members of newly established internal management committees to reinforce the separation of functions and provide clarity about their respective roles;
 - b. financial and accounting training for the management team to strengthen their capacity to manage the assets and general business transactions;
 - c. development and testing of financial policies and operational procedures manuals to guide day-to-day operations that will be reviewed and adopted by the associations' General Assemblies; and
 - d. development of a five-year business plan to guide the further development of CHAP and the associations.
6. CHAP will carry out a participatory assessment with stakeholders at the end of the Project to assess its impact on individual farmers and their communities.

B. Produce Buying and Marketing

1. CHAP will construct a milling shed with storage and office space for use by association members at the Duport production site. Ownership of the facilities constructed and equipped under the Project will vest with the farmers' association at the end of the Project. CHAP will equip the milling site with a five KVA electrical generator and rice mill. CHAP will establish contact with poultry farmers in Monrovia to dispose of the hulls produced by the milling process for litter in the poultry houses. CHAP will also investigate opportunities for conversion of rice hulls to charcoal and use of rice hulls in animal feed preparation.
2. CHAP will work with farmers and facilitate processes to organize farmers for better business results; facilitate meetings among buyers, farmers, and other stakeholders to address fair pricing of the farmers' products; provide information on prevailing prices on the market; encourage joint marketing or pooling by farmers; establish business links with buyers; and encourage farmers to produce high quality products for better prices. CHAP will organize exchange visits for group leaders with other farmers' associations to facilitate exchange on both technical production and leadership/management issues. CHAP will document the processes and results and submit them to ADF.
3. CHAP will ensure that an ADF-approved signboard is procured and installed at the milling site. The signboard will be made of metal sheets, printed on both sides, with dimensions at least two feet by four feet.

VIII. Roles and Responsibilities of the Parties

CHAP has primary responsibility for ensuring that the Project's activities are properly implemented. Within the organization, the board of directors will be the highest decision making body, subject to review by the general assembly. Day-to-day management of Project activities will be carried out by the management committee. ADF's Partner in Liberia will provide technical support and guidance.

IX. Monitoring and Evaluation

Within sixty days of the effective date of this Agreement, the Grantee, working with the ADF Liberia Partner, will form a monitoring and assessment committee composed of a representative cross-section of the Grantee organization. The committee will provide the Partner with input for the Project monitoring plan. In addition, during implementation the committee will be responsible for ensuring that the Project follows the implementation plan and that problems identified through monitoring and evaluation are adequately addressed in a timely manner.